

APPROVED

January 16, 2007

Michigan State Administrative Board

Lansing, Michigan

December 19, 2006

A regular meeting of the State Administrative Board was held in the Lake Ontario Room, 3rd Floor, Michigan Library and Historical Center, on Tuesday, December 19, 2006, at 11:00 a.m.

Present: Kelly Keenan, Chief Counsel, representing Jennifer M. Granholm, Governor, Chairperson
Kristie Profit, Policy Advisor, representing John Cherry, Lt. Governor
Mary G. MacDowell, Director, Financial Services Bureau, representing Robert J. Kleine, State Treasurer
Joe Pavona, Director, Bureau of Administrative Services, representing Terri Lynn Land, Secretary of State
Susan Leffler, Assistant Attorney General for Law, representing Michael A. Cox, Attorney General
Jean Shane, Special Assistant, Office of Superintendent, representing Michael P. Flanagan, Superintendent of Public Instruction
Leon Hank, Chief Administrative Officer, representing Kirk T. Steudle, Director, Department of Transportation
Sherry Bond, Secretary

Others Present:

Kristi Broessel, Department of Community Health; Joel Storch, Department of Information Technology; James Burris, Elise Lancaster, Janet Rouse, Department of Management and Budget; Mohammed Alghurabi, Judy Kransz, Pam Lavender, Department of Transportation; Renee Short, Terri Wilson, City of Detroit; Eric Eggen, Honigman, Miller, Schwartz, and Cohn, LLP

1. CALL TO ORDER:

Mr. Keenan called the meeting to order and led the Pledge of Allegiance to the Flag.

2. READING OF MINUTES OF PRECEDING MEETING AND APPROVAL THEREOF:

Mr. Pavona moved to approve the minutes of the regular meeting held on December 5, 2006. The motion was supported by Mr. Hank and unanimously adopted.

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD:

NONE

4. COMMUNICATIONS:

NONE

5. UNFINISHED BUSINESS:

NONE

6. NEW BUSINESS:

Retention and Disposal Schedules:

DEPARTMENT OF STATE, Customer Services Administration 12/19/2006

Mr. Hank moved to approve the retention and disposal schedules. The motion was supported by Ms. Leffler and unanimously adopted.

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:

(Please see the following pages)

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Ms. MacDowell presented the Finance and Claims Committee Reports for the regular meeting of December 12, 2006, and the special meeting of December 19, 2006. After review of the forgoing Finance and Claims Committee Reports, Ms. MacDowell moved that the Finance and Claims Committee Reports covering the regular meeting held December 12, 2006, with Item 2s(2) of the second supplemental agenda withdrawn by the Department of Management and Budget and Items 4s(1), 4s(2), and 4s(3) of the supplemental agenda corrected, and the special meeting held December 19, 2006, be approved and adopted. The motion was supported by Ms. Shane and unanimously approved.

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Ms. MacDowell presented the Building Committee Report for the regular meeting of December 13, 2006. After review of the forgoing Building Committee Report, Ms. MacDowell moved that the Building Committee Report covering the regular meeting held December 13, 2006, be approved and adopted. The motion was supported by Mr. Pavona and unanimously approved.

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Mr. Pavona presented the Transportation and Natural Resources Committee Report for the regular meeting of December 13, 2006. After review of the forgoing Transportation and Natural Resources Committee Report, Mr. Pavona moved that the Transportation and Natural Resources Committee Report covering the regular meeting held December 13, 2006, be approved and adopted. The motion was supported by Ms. Leffler and unanimously approved.

8. MOTIONS AND RESOLUTIONS:

NONE

9. ADJOURNMENT:

Mr. Pavona moved the meeting be adjourned. The motion was supported by Ms. MacDowell and unanimously approved. Mr. Keenan adjourned the meeting.

SECRETARY

CHAIRPERSON